

ASSAM TOURISM DEVELOPMENT CORPORATION LTD
ASOM PARYATAN BHAWAN (4th FLOOR), A.K.AZAD ROAD, PALTANBAZAR,
GUWAHATI-781008.

Memo No: ATDC/847/pt-I/2002/2008

Dated Guwahat the 28th May/2015

“The Assam Tourism Development Corporation Ltd. proposes to run the existing **“THE SATI SADHINI PRASHAATI UDYAN ” (Riverfront Park 60%)at Uzanbazar, Guwahati-1, on management contract basis.** Bids are invited for management and run the Park for a period of 3 years. The selected party shall be granted authority to manage and run the project against payment of contract money to Assam Tourism Development Corporation Ltd., and terms and conditions will be governed by a Contract Agreement to be executed in due course.

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General Condition:-

The bids for Management Contract for the above mentioned project should be submitted in two envelopes – one containing the Technical Bid and the other containing the Financial Bid. The first envelope should be marked Technical Bid and the other one should be marked Financial Bid. Both the envelopes should be sealed and then inserted in one single cover duly sealed. The name of the project should be clearly written on the envelope.

(1) **Technical Proposal:-**

The Technical Bid should include the followings:-

- (a) A brief description of the bidder with an outline of business interest and other similar activities with which the bidder is associated. (not exceeding one page)
- (b) Annual Business Turnover as per certified accounts during last two years for the financial year 2013-14 and 2014-15 with including proof of financial soundness. i.e Acknowledge of receipt of deposit of Income Tax .The Annual Turn Over should not be less than Rs.10.00 Lakh
- (c) A brief description of the steps / measures to be taken by the bidder for management and running the project in following categories:-
 - (1) Beautification plan
 - (2) Landscaping plan
 - (3) Lighting and Publicity plan
 - (4) Hygiene & Cleanliness Plan
 - (5) Plan for safety measure for maintaining social environment in the park premises
- (d) Facilities etc. to be provided and likely investment to be made by the bidder from his side for making the park more beautiful and attractive in above categories.
- (e) The firm has experience in running similar project minimum tenure of 3 years.

(2)Financial Bid

The financial proposal should contain the monthly contract money excluding taxes which would be paid by the bidder to Assam Tourism Development Corporation Ltd. The taxes like VAT, Luxury Tax, and Service Tax etc. would have to be borne by the party.

(2) Opening of Bids:-

The tender box with the sealed envelopes containing the Technical Bids will be opened in the office of the Managing Director, Assam Tourism Development Corporation Ltd. on 11-06-2015 at 2:30 p.m. in presence of the bidders or their authorized representatives. The Financial Bids will not be opened until the technical evaluation has been completed and finalized, and date and time for opening Financial Bids would be intimated separately.

(3) Evaluation of Bids:-

Technical Bid will carry 40 marks and Financial Bid will carry 60 marks out of total of 100 marks. The Technical Bids will be evaluated using the following criteria:-

(a) The financial soundness and capacity to invest – 10marks.

(b) General experience in running similar project - 10 Marks

Investment Plan like - (1) Beautification plan-

(2) Landscaping plan-

(3) Lighting and Publicity plan-

(4) Hygiene & Cleanliness Plan -

(5) Action Plan for safety measure for maintaining social environment in the park premises-10 Marks

(a) Adequacy and suitability of the individual / firm to operate the project and its commercial management on day to day basis – 5 marks.

(b) Rating / Awards for performance of their Hotels / Guest houses, etc – 5 marks.

The above criteria shall be considered as the main basis for selection of the party, and the bidder securing highest marks on evaluation of both Technical and Financial bid will be considered for offering the contract.

The evaluation process will be done by a Bid Evaluation Committee.

ATDC does not bind itself in any way to select the firm / individual offering the highest rates and / or to select any of the firm / individual responding to this invitation of bids.

(4) **Submission of Bids:-**with Technical bid:

The Technical and Financial Bids are to be submitted as per prescribed proforma enclosed herewith and to be dropped in the Tender Box. No bid should be sent by post / courier service or by hand.

(5) **Documents to be enclosed** with Technical Bids:-

- (i) Certificate of financial soundness from a bank and Acknowledge of receipt of deposit of Income Tax in favour of the party
 - (ii) Last two years certificate /TDS/ Balance Sheet of the firm / individual
 - (iii) Proof of experience in the similar line i.e Maintaining Park.
 - (iv) Photocopy of PAN
 - (v) Vat registration certificate with up to date position.
- (6) Bid security of Rs.1.00 lakh (Rupees one lakh) only by Bank Draft / Bankers cheque drawn in favour of the undersigned (refundable to unsuccessful bidders). No pre-bid meeting will be held.
- (7) For any clarification, the undersigned or SM (p) /Section officer (G) ATDC may be contacted. No written clarification will be provided.
- (8) Important dates and time:
- | | | |
|--------------------------------|---|-----------------------------------|
| (a) Submission of Bids | : | Within 11/06/15 (up to 2:00 p.m.) |
| (b) Opening of Technical Bids: | | On 11/06/15 at 2:30 p.m. |

The bidders may inspect the project before submission of bids.

Encl: Proforma I,II & III.

Managing Director,
Assam Tourism Dev. Corpn. Ltd.

To

The Managing Director,
Assam Tourism Development Corporation Ltd.,
Dr.B. Barooah Road,
Ulubari,
Guwahati-781007.

A passport size recent
photograph of the bidder
is required to be pressed here.

Sub. :- Invitation of bids for Management Contract for “**THE SATI SADHINI PRASHAATI UDYAN ” (Riverfront Park 60%)at UzaPnbazar.** I

_____ have gone through the contents of your Bid Documents and noted the same for compliance. I / We enclose herewith (a) Technical Bid and (b) Financial Bid for Management Contract for “**THE SATI SADHINI PRASHAATI UDYAN ” (Riverfront Park 60%)at Uzanbazar**”, in terms of your Invitation of Bids for the same for your consideration. The following documents are enclosed:-P

- (1) Form No: II & III.
- (2) Certificate of financial soundness from a bank and Acknowledge of receipt of deposit of Income Tax in favour of the party
- (3) Proof of experience,
- (4) Photocopy of PAN.

- Investment Plan like -
- (1) Beautification plan-
 - (2) Landscaping plan-
 - (3) Lighting and Publicity plan-
 - (4) Hygiene & Cleanliness Plan -
 - (5) Action Plan for safety measure for maintaining social environment in the park premises
 - (6) Vat Registration Certificate with up to dated position.
- (6) Bid security of Rs.1.00 lakh (Rupees one lakh) only by Bank Draft / Bankers cheque drawn in favour of the undersigned and photocopy of Money Receipt against payment of Bid application money

Yours faithfully,

Signature :- _____

Full Name :- _____

Full Postal address

With Tele No:- _____

To be affixed with a court fee stamp of Rs. 8.25 (Rupees eight and paisa twenty five) only along with this Technical bid.

Technical Bid

Form No: II

Format for brief description of the firm / individual bidder with outline of business interest

1. Name :-

2. Profession :-

3. Years of experience:-
In business.

4. Area of specification:-

(Experience, technical and managerial specification pertinent to the proposed project)

5. Principal Business interest:-

6. Likely investment to be :-
made for the project.

:

(i) For gardening & :
Landscaping etc.

(ii) Others :

7. Name of Banks with branch:-
and address with the following to be enclosed with Technical Bid:-
(i) Bid Security Rs.1, 00,000/-

8. Brief Account of experience on assignments / projects of similar nature:-

Sl. No.	Name of project	Brief description of activity.

Please attach certificate from the appropriate authority as token of proof.

Signature of Bidder

To be affixed with a court fee stamp of Rs. 8.25 (Rupees eight and paisa twenty five) only along with this financial bid.

Form No: III

Financial Bid

For running “THE SATI SADHINI PRASHATI UDYAN ” (Riverfront Park 60%)at Uzanbazar. I

	Per Month (in figure & words)
<p>The monthly contract money should be quoted both in figures and words in the manner</p> <p>N.B. Service Tax @12.36% will be payable with monthly rental and all taxes like VAT, Luxury tax will be payable.</p>	

Memo No: ATDC/847/pt-I/2002/2008

Web Com. Voltas Building, Chandmari,Guwahati-3 for information & necessary action from page N0.1 to 6

Signature of Bidder
with Address and contact No.
Dated Guwahat the 28th May/2015

Managing Director,
Assam Tourism Dev. Corpn. Ltd.